



Umatilla County Public Health

DEPARTMENT: UCo Health

POSITION TITLE: Metrics Coordinator

JOB SERIES: **SALARY RANGE:** 20

GENERAL DESCRIPTION OF POSITION: Umatilla County emphasizes an employee-oriented and citizen-centric culture, focused on high quality, continuous improvement and high performance. The overarching goal of the metrics coordinator is to work collaboratively with health care providers throughout the county to improve the quality (accuracy, completeness, timeliness, coverage) of data reported with respect to specified EOCCO incentive metrics in Umatilla County.

Over the course of 8 months, the Metrics Coordinator will plan and conduct outreach activities in collaboration with health care providers and provide ongoing training, education and monitoring for clinics, independent healthcare practitioners, hospitals and other healthcare agencies. Multiple EOCCO metrics will be closely followed including, but not limited to,

- Cigarette Use Prevalence;
- Effective Contraceptive Use;
- Timeliness of Prenatal Care;
- Implementation of SBIRT;
- Depression Screenings and follow up;
- ED visits;
- Diabetes HbA1c Poor Control;
- Hypertension Control; and
- Adolescent Well Child Care (AWC).

The activities of the Metrics Coordinator are expected to result in improved quality of the data collected and reported with respect to the designated metrics. Quality of the reported metrics will be evaluated based up completeness, coverage, timeliness, and accuracy.

SUPERVISORY RELATIONSHIPS:

Works under the supervision and direction of the Director of Public Health

DUTIES INCLUDE:

- Develop training materials to improve quality of data collection and reporting for all specified EOCCO metrics;
- Organize and conduct training of health care providers in methods to improve the quality of specified metrics;
- Monitor and assess the quality of reported EOCCO metrics values;
- Provide technical assistance to health care providers in methods to improve the quality of data collected and reported on EOCCO metrics; and
- Provide monthly updates on progress to Umatilla County LCAC regarding metrics, data collection and recommendations as to how to improve metrics quality as well as service delivery measured by those metrics.

OTHERS DUTIES OF POSITION:

- Must maintain good attendance and adhere to working hours. (EE)
- Other duties as assigned.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

While performing the duties of this job, the employee is frequently required to walk, sit, bend, talk and hear. The employee is required to use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms.

The employee may occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability and adjust focus.

TOOLS AND EQUIPMENT USED:

Computer, including word processing, data base, Internet, and spreadsheet programs; calculator, telephone, copy machine, fax machine and postage machine.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

PROFESSIONAL RELATIONSHIPS:

Establish and maintain collaborative and effective working relationships with UCHD staff members, other county employees, representatives of other agencies and organizations, and members of the community.

PROFESSIONAL DEVELOPMENT:

ACCREDITATION DUTIES OF POSITION

The Metrics Coordinator will participate in UCo Health accreditation activities as appropriate and to the extent feasible.

REQUIREMENTS FOR POSITION:

- Bachelor's Degree from an approved college or university;
- Master's Degree in Public Health or closely related field, preferred;
- Experience in data collection and analysis, information systems, training, preferred;
- Ability to accept and utilize supervision and lead by example;
- Ability to work with people of all socioeconomic culture groups; and
- Current valid Oregon driver's license

Signature

Date